

Minutes for Westford Recycling Commission

Meeting date and time: June 14, 2007, 7:30 p.m.

Location: Cameron Senior Center

Attendees: Andy Bergamini, Gerry DiBello, Kris Erickson, Abby Foster, Elizabeth Sawyer, and Barbara Theriault. **Guest:** Joanne Bergamini

Note that if Action Items from a previous month's minutes were closed before this meeting, they are not included in the minutes. They may be referenced in past minutes under Action Items and considered closed without discussion.

I. Action Items are due by July 12 meeting. Previous (open) action items are in bold.

ALL

1. Continue surveillance of cardboard pickup infractions and forward evidence to **Andy**.
2. Email updates for the 2007-2008 Recycling Guide to **Abby**.

ABBY

1. **Assemble a list of community based organizations.**
2. Complete work on the 2007-2008 Recycling Guide.

ANDY

1. **Rework the design for the Westford Recycling Commission logo and send to Abby.**
2. Present twenty photos of cardboard pickup infractions to Acme Waste Systems.
3. **Look at the tractor dumped at East Boston Camps and consider how it can be removed.**
4. Work at the electronics/old sneakers collection June 23 and transport the sneakers to Nike.
5. **Contact the Town Manager about the continuation of our recycling contract.**
6. With **Gerry**, talk to Richie Crocker of the School Department re recycling old computers.

BARBARA

1. **Update the annual calendar for events, activities, and tasks and email to the Commission.**
2. Submit May 10, 2007, meeting minutes to the Town Clerk.
3. Write a draft of the June 14, 2007, meeting minutes and email to members.
4. **Submit cable bulletin board messages and articles for the Westford Eagle and Lowell Sun on recycling topics, e.g., Earth Machine, cardboard, compact fluorescents.**
5. **Write a press release for the Westford Eagle on the subject of waste bans and the town policy re recycling.**
6. Ask Ray to place signboards at four locations around town for June 23 collections.
7. Work with **Kris** on adding global warming brochures to the next batch of realtor packets.
8. Send **Gerry** information on recycling lawnmowers.
9. Provide **Gerry** with the new link for the Mass DEP web site that refers to yard waste.

ELIZABETH

1. Prepare a July meeting agenda referring to the minutes and WRC calendar of meetings/tasks and including topics: 1) yard waste collection program for the remainder of 2007; 2) how to enforce cardboard recycling.
2. Attend June 23 collections if needed.

ELLEN

1. **Contact the Asst. Principal at Nabnasset School about recycling glass, metal, and plastic.**
2. Attend the document shredding event on June 23.

GERRY

1. **Distribute recycling bins to Nashoba Tech in September.**

2. Talk to **Richie Rocketenetz** to find out if he has encountered misuse of the toters for trash.
3. Add a link on the **WRC** web site to the **Reduce-Reuse-Recycle** insert from the **Lowell Sun**.
4. Find out the length of the Integrated Paper Recyclers contract.
5. Add the Health Department to list of collection points for fluorescents on the web site.

KRIS

1. Provide recycling tonnage collection data to **Abby**.
2. Help out at the June 23 electronics/old sneakers collection.

II. Key Points/Decisions from the Meeting (following the printed agenda)

1. The May meeting minutes were approved and will be forwarded to the Town Clerk by **Barbara**.
2. Enforcing the waste ban on cardboard/recyclables.
 - a. **Andy** has received nine photos with evidence of cardboard pickup infractions. He will wait for a total of twenty photos marked with residents' addresses before he submits them to **Richie Rocketenetz** of **Acme Waste**. He intends to remind him that as per contract a fine of \$100 per cardboard pickup infraction can be levied by the Commission.
 - b. **Elizabeth** composed a poem on the cardboard waste ban for the banner on www.Westford.com. The poem: "When you put cardboard in the trash, it is burned, the earth is spurned, and you cost the town some cash...Recycle your cardboard!"
3. Recycling Guide
 - a. **Abby** handed out drafts of the 2007-2008 Recycling Guide. Members made suggestions to the content and format. She will make another draft and asked that any further changes be emailed to her as soon as possible.
 - b. **Kris** (or **Gerry**) will provide **Abby** with data on the recycling tonnage collected last year.
 - c. **Gerry** added two more dates for the electronics collections next spring.
4. Collections taking place on June 23
 - a. **Andy** will attend the electronics/old sneakers collection at the **Blanchard School**. **Kris** volunteered to help out for two hours. **Ellen** will be there for the paper document shredding. **Elizabeth** offered to help if needed.
 - b. **Barbara** mentioned that the four signboards to be placed around town will have the electronics/old sneakers sign on one side and the document shredding sign on the other.
5. Next steps for Yard Waste

Moved forward for discussion at the July meeting.
6. Toters delivered by Integrated Paper Recyclers
 - a. **Andy** reported that 350 toters have been delivered to residents on the waiting list. Instruction papers were included. More toters will be delivered at the end of the summer.
 - b. **Ellen** wrote a letter to the editor of the **Eagle** about the backlog of delivery of toters and not adding new names to the waiting list.
 - c. **Ellen's** letter was posted to the recycling web site as an update on the toters.
7. Recycling Logo

Andy presented a redesign of the logo in different colors to the group. There was discussion about the clarity and identification of the image of the Town Hall in the center behind the chasing arrows. **Andy** will continue to work on the logo. He will forward it to **Abby** for the guide.
8. Contact Town Manager re continuation of recycling contract

Andy will contact **Steve Ledoux**.
9. Tractor dumped at East Boston Camps

Andy offered to look at it and dispose of it.

10. Other business

1. **Abby** would like to discuss how to crack down on residents putting all types of recyclables in their trash,
2. **Kris** delivered 210 recycling packets to local realtors' offices in January 2007. Approximately 20-25 per office were given. It is now time to assemble more with the new Recycling Guide.
3. **Barbara** shared that she went to a Westford Conservation Trust (WCT) meeting to see if there would be a way to combine efforts with the WRC to combat global warming/climate change. She handed WRC members global warming brochures that were printed by the WCT and that include recycling as one step to take to reduce carbon dioxide.
4. **Barbara** suggested that we add the global warming brochures to the realtor packets we make with the new 2007-2008 recycling guides. The Commission agreed. **Barbara** will work with **Kris** on assembling the packets.
5. **Elizabeth** might write a poem on compact fluorescents for the town web site banner.
6. **Barbara** found a source for recycling lawnmowers inexpensively with a town business and will forward the information to **Gerry** to post on our web site.
7. **Barbara** reported that a reimbursement check for \$35 has been received by a resident to pay for three electronics left at curbside at their rental property and subsequently taken to the collection by Ray.
8. **Barbara** will include future town collection notices in the locally distributed Action Unlimited paper.
9. **Gerry's** letter to Home Depot to encourage them to publicize the proper disposal of used Compact Fluorescents did not elicit a reply that suggested any change would occur.
10. Mass. DEP has figured a 22% recycling rate for Westford based on figures that **Gerry** provided. More recycling is done by Westford residents than shows in the 22% figure because of a lack of data. For example, there is no data for yard waste that goes to Jones Farm or Eric's, or for recycled propane tanks, or items that are recycled in other ways. **Gerry** believes the actual percentage could be higher and, in any case, we would like to see it increase.

11. Action Item review for next meeting (see I above).

12. Close out meeting

- a. The June meeting of the Westford Recycling Commission adjourned at 9:10 p.m.
- b. The next meeting of the Westford Recycling Commission is scheduled for July 12, 2007, at 7:30 p.m. at the Cameron Senior Center. **Elizabeth** will create the agenda. **Barbara** will take notes. **Andy** will chair the meeting.

III. Other items for future discussion

1. Ordering tee shirts with the WRC logo.
2. The feasibility of a Collect Everything Day.
3. Re: The request from Charlie De Rosa to Andy that shredded paper to be put in a clear plastic bag to keep it from blowing away or littering the street, discuss how to publicize that suggestion.
4. The whereabouts of the video: Where Our Trash Goes.
5. Construction waste bans.
6. Using/promoting recycled products.
7. Considering a MA technical assistance grant for an intern to help with recycling compliance.

IV. List of Accomplishments prior to 2007 is included in minutes for that year (starting in 2006).

V. List of Accomplishments 2007

1. Delivered new resident recycling information packets to local realtors in January.
2. Held electronics collection March 31.
3. Held the first used sneakers collection March 31.

4. Distributed bottle recycling totes to Jack Walsh Field (2) and Veterans' Memorial Field (2).
5. Participated in town Step it Up event with recycling and composting information tables April 14.
6. Held brush collections April 21 and 28.
7. Organized Town Wide Litter Collection April 21-22.
8. Placed compact fluorescent and button battery boxes at collection points in town (April).
9. Spoke to Nabnasset School kindergarten classes about recycling April 27.
10. Managed a spring yard waste pickup for subscribers April 28.
11. Participated in the Water Department Open House with recycling information (rain barrels, composters) May 9.
12. Posted a poem about recycling cardboard on the Westford.com web site banner (May).
13. Held an electronics/old sneakers collection June 23.
14. Held a document shredding event June 23.
15. Mailed 2007-2008 Recycling Guides to residents.

Respectfully submitted,
Barbara Theriault
Secretary 6/14/2007